

UNIVERSITY OF MASSACHUSETTS MEDICAL SCHOOL

DAL SAMPLES RESULTS SHEET

SAMPLE #:

DEFENDANT(S):

AGENCY:

DETERMINATION:

DATE ANALYSIS ENDED:

COMMENTS:

Signature of Analyst

Total number of pages: _____

DAL Administrative Review Checklist

If any element is incomplete, return to originator for completion. Administrative review is not to be initialed and dated if any of the individual items are incomplete. If the analyzing chemist has filled out the drug receipt, another person must verify.

Chemist portion: Document “check” by initialing and dating

<i>Item</i>	<i>Description</i>	<i>Checked</i>
1.	Does Drug Receipt reflect actual evidence (or is discrepancy noted)?	
2.	Is it free from obliterations and are all strikethroughs or additions initialed?	
3.	Is it signed and dated appropriately?	
4.	Has the Certificate been filled out appropriately? (i.e. spelling, dates, names, weight, result, class)	

Evidence Officer Portion: Document “check” by initialing and dating

<i>Item</i>	<i>Description</i>	<i>Checked</i>
1.	Is report cover sheet attached to pertinent data?	
2.	Are all appropriate areas filled in?	
3.	Is report signed?	

Technical Review:

Reviewer _____

Date _____
